



**In-Camera and Regular Meeting Minutes of the Fort McMurray Public School District Board of Trustees, held at 231 Hardin Street, Fort McMurray**  
*Doing What's Best for Kids*

Location:	Board Room - 231 Hardin Street
Date:	Wednesday, February 22, 2017
In Attendance:	Jeff Thompson Board Chair Linda Mywaart, Vice Chair Angela Adams, Trustee Stephen Drover, Trustee Tim O'Hara, Trustee Doug Nicholls, Superintendent Phil Meagher, Deputy Superintendent - Human Resources & Administration Allan Kallal, Associate Superintendent - Business & Finance Brenda Sautner, Associate Superintendent - Education & Administration Teena Francis, Recording Secretary
Regrets:	S. Noble, Assistant Superintendent - Inclusive Education
Gallery Attendance:	90

	Item	Discussion
22059	Call to Order	Board Chair J. Thompson called the meeting to order at 2:03 p.m.
22060	Additions to In-Camera Agenda	Trustee O'Hara requested the addition of PSBC as Item #8.
22061	Approval of Agenda	Motion by Trustee Drover to approve the In-Camera Agenda with addition at 2:04 p.m. M/C
22062	In-Camera Meeting	Motion by Trustee O'Hara to proceed to the In-Camera Meeting at 2:04 p.m. M/C
22063	Out of In-Camera	Motion by Vice Chair Mywaart to move out of the In-Camera Meeting at 3:05 p.m. M/C Motion by Trustee O'Hara to recess at 3:05 p.m. M/C
22064	Regular Meeting	Board Chair J. Thompson called the Regular Meeting to order at 3:12 p.m.
22065	Additions to Agenda	Additions to agenda included item #12 Master Facility and Capital Plan and under Trustee Engagement, Responding to Emails to Trustees.
22066	Approval of Agenda	Motion by Trustee O'Hara to approve the agenda with amendments at 3:14 p.m. M/C
22067	Declaration of Conflict	Board Chair J. Thompson reminded Trustees of their responsibility to make a declaration should any agenda item pose a conflict.
22068	Meeting Minutes	Motion by Vice Chair Mywaart that the Board of Trustees approve the In-Camera & Regular Board Meeting Minutes of January 25, 2017. M/C  Motion by Trustee Drover to approve the Committee of the Whole Meeting Minutes of February 6, 2017. M/C
22069	Business Arising from Previous Meetings	<b>Automated Notice of Absence:</b> Associate Superintendent A. Kallal provided information on the District process for automated school notice of absence. A reminder

		<p>will be send to staff with guided information on the process. If staff is aware of a student absence due to a tragedy such as death, adjust the automated system as soon as possible to stop the notification going out the parents.</p> <p><b>Letter to Minister of Education/Meeting Request:</b> Vice Chair Mywaart inquired about the request to schedule a meeting with the Minister of Education. Superintendent D. Nicholls shared two letters were drafted and sent to the Minister and we are waiting on his response. If there is no reference to a meeting in the Minister's response, a meeting will be requested from our office.</p> <p><b>Fort McMurray Christian School Society/Parent Concern:</b> Superintendent D. Nicholls shared the Society has held a conversation with parent who made the submission to Question Period. The parent has since withdrawn her questions/concerns.</p> <p><b>Retention Rates for ECDP:</b> This item is tabled until the March Meeting.</p>
22070	Public School Boards' Association/Public School Board Council Update	<p>Trustee O'Hara shared notes from the meeting electronically with fellow Trustees. Items shared included:</p> <ul style="list-style-type: none"> <li>• Grande Prairie Public School District was denied its request when they asked for an increase in the number of Trustee.</li> <li>• Northern Gateway Public Schools is installing highway billboards to increase awareness and enrolment.</li> <li>• The PSBC August meeting will be held in Lac La Biche.</li> <li>• The PSBA Services Awards recognition has been moved to the Spring AGM.</li> <li>• The question of what to do with the Levy will be brought back for a response in April.</li> </ul> <p>Trustee Tim O'Hara briefed fellow Trustees on the Standing Committee Financial Review Report specifically the recommendation/motion regarding Honorarium for the Executive Committee. Trustees expressed concern that this motion was passed without providing ample time for discussion. A further concern was that this motion was passed outside of the budget approval process and could have waited until the Spring General Meeting. Trustee Adams requested Board Chair prepare and send a letter voicing our concerns PSBA.</p>
22071	Alberta School Boards Association Update	Board Chair J. Thompson will be attending this meeting in the absence of Vice Chair Mywaart. The current President has stepped down and the interim President is Mary Martin. A Vice President has not been named.
22072	Recommendation to Approve the Board Chair Expenses	<p>The Board believes every Trustee must be compensated for the time spent and expenses incurred in the performance of their Trusteeship.</p> <p>Motion by Trustee Drover that the Board of Trustees approve the Board Chair expenses as prepared and submitted for January 2017. M/C</p>
22073	Review Trustee Handbook	Board Chair and fellow Trustees reviewed the Trustee Handbook. It was recommended that a full review be conducted in the fall. The Board Policy Handbook will be available for potential candidates for the fall elections.
22074	Field Trip Application - École McTavish Junior High School	Superintendent D. Nicholls shared a recent letter received from Principal S. Barr advising that due to travel concerns, a decision was made to cancel this field trip. Students from École McTavish Junior High School Robotics will be recognized during the evening session.
22075	Master Facility and Capital Plan	<p>Associate Superintendent A. Kallal briefed Trustees and Senior Leadership on the amended Master Facility and Capital Plan. Amendments included moving the modernizations projects up and moving the new construction projects down on the list of priorities. The plan will be reviewed annually and amendments made based on the District needs.</p> <p>Motion by Trustee Adams that the Board of Trustees approve the Master Facility and Capital Plan as presented or amended.</p>

		<p>Amendments included adjustments to the priority in modernization projects. Thickwood Heights Public School will become #3 and Westview Public School will become #4.</p> <p>Vice Chair Mywaart recommended a review of the Master Facility and Capital Plan be conducting using supporting report (CRISP/RMWB/Radke Report) to ensure the language is consistent with our current state.</p> <p>M/C</p>
22076	Trustee Engagement	<p>Board Chair J. Thompson provided a summary of community engagements and provincial association meetings that were attended for the period of January/February 2017.</p> <p>Trustee O'Hara attended the Winter Games Committee Meeting as a representative of the Board. The Winter Games Committee thanked FMPSD for its support with accommodations.</p> <p><b>Responding to Emails to Trustees:</b></p> <p>Vice Chair Mywaart requested clarification on the process when Trustees receive electronic messages from parents/community/other.</p> <p>Following a brief discussion it was recommended that when Trustees receive electronic messages that pertain to organizational and/or instructional matters, these messages should be forwarded to the Superintendent who will coordinate the response on behalf of the Board.</p>
22077	Reports	<p>Superintendent D. Nicholls updated Trustees and Senior Administration on the current activities held throughout the District. Superintendent D. Nicholls along with Assistant Superintendent S. Noble recently completed staff follow up meetings with all staff. The follow up meetings ranged between 40 and 90 minutes. There were a number of trends identified. Some included, lack of TOCs, lack of time and resources, adjusting PLFs so they can be used for organizing class/school. Staff have asked for additional follow up meetings before the end of the school year. Senior Leadership will be reviewing the notes compiled to act on some of the areas identified to reduce some stressors.</p> <p>Superintendent D. Nicholls also commented we know we will have a number of staff and students impacted on May 3rd and have begun working on strategies to minimize triggers or trauma. Associate Superintendent B. Sautner commented that language will be important as we approach May 3rd. Strategies that are being worked on are predict and prepare, redirecting and change the wording of phrases. Discussions will continue to be held with School Administrators to address how the District will prepare for May 3rd.</p> <p>Deputy Superintendent P. Meagher updated Trustees and Senior Administration on the current scope of the Human Resources and Administration Department.</p> <p>Associate Superintendent A. Kallal updated Trustees and Senior Administration on the current scope of the Business &amp; Finance Department.</p> <p>Associate Superintendent B. Sautner updated Trustees and Senior Administration on the current scope of the Education Department.</p>
22078	Correspondence	<p><b>Alberta School Councils' Association: School Council Assistance with Conference Fee:</b></p> <p>FMPSD Board of Trustees have supported School Council Representatives who wish to attend the Alberta School Councils Conference and AGM. Alberta School Councils' Association (ASCA) is the provincial association representing parents on school council.</p> <p>ASCA's role evolved to promote and support strong school communities with effective school councils as a means to facilitate collaborations among education partners, including parents, to enhance student learning.</p>

		<p>Motion by Trustee Drover that the Board of Trustees support and approve two registrations per school or \$680 per school for attendance to the Alberta School Councils Conference and AGM, April 28 - 30, 2017.</p> <p>Point of Interest: Vice Chair Mywaart shared the 2017 Registration Fee for the ASCA Conference and AGM is \$350.00.</p> <p>M/C</p>
22079	Review Board Evening Agenda	Trustees and Senior Administration reviewed the evening agenda.
22080	Recess	<p>Point of Order at 5:15 p.m.</p> <p>Returned and moved back in-camera at 5:23 p.m.</p> <p>Motion by Trustee Drover to move out of in-camera at 5:59 p.m.</p>
22081	Reconvene Board Regular Meeting	Board Chair J. Thompson reconvened the Regular Board Meeting at 6:31 p.m.
22082	National Anthem	Board Chair J. Thompson welcomed guests and invited everyone to stand for the National Anthem.
22083	Question Period	<p>A question was received from Solange Maher and Wendy McMillan, Beacon Hill Public School Council. Q: As an active member of the Beacon Hill School Council, we would appreciate a date as to when the announcement of the re-opening of Beacon Hill School will be decided.</p> <p>Board Chair J. Thompson thanked S. Maher for attending and for the question. Based on discussions with the Superintendent and following some additional collection of data, the decision and announcement on whether Beacon Hill Public School will move back to their location or remain at Dr. K.A. Clark Elementary School will be made at the March 22, 2017 Regular Board Meeting.</p>
22084	FNMI - Elder J. McDougall	<p>Board Chair J. Thompson welcomed Elder J. McDougall. Elder McDougall, from the Mikisew Cree First Nations shared indigenous knowledge. For Mikisew Cree First Nations people, the culture and land is very sacred and spiritually is one of the highest teachings. Additional knowledge shared included, the Eagle Feather is symbolic to their culture and smudging is to cleanse your soul. Elder McDougall also shared part of the Mikisew Cree First Nations culture and traditions is to always speak from the heart and speak the truth and always give thanks at the end of the day.</p> <p>Board Chair J. Thompson thanked Elder McDougall for coming and sharing her knowledge. Elder McDougall shared she was honoured at attend and share her culture.</p>
22085	Community Recognition	The Trustees thanked the Teamster, Local Union No. 363's for thinking of FMPD and for their generous donation of \$18,456.67. Teamsters, Local Union No. 363 Business Agents Mary Snyder, and Rick Prouty attended to make the presentation to the Board. The funds will be used to further fund breakfast and wellness programs at FMPD.
22086	Spotlight on Students	<p><b>Dr. K.A. Clark Elementary School - Heritage Park's Open Minds Program</b></p> <p>Dr. Clark students spoke about the Open Minds program at Heritage Park. Home to 17 historical buildings, Heritage Park hosts the program for grades two to six, bringing local history alive. Students get a chance to tour the buildings, see artifacts, and journal their experience.</p> <p>Trustees and Senior Administration thanked students for sharing their experiences with the Open Minds Program at Heritage Park. FMPD and Heritage Park staff were thanked for their support and for continuing to share historical knowledge of our community.</p> <p><b>Beacon Hill Public School - Mindfulness</b></p>

		<p>Mindfulness is a whole-school concept at Beacon Hill Public School. Students spoke about concentrating better through breathing exercises; and demonstrated some of the breathing skills they've learned.</p> <p>Grades five and six are using Heart Math, which helps them lower their stress and anxiety levels by doing simple breathing exercises. Sensors are used to read their heart beat, which assists them in going from the red zone to the calmer green zone.</p> <p>Trustees and Senior Administration thanked students for sharing how Mindfulness is helping students and staff. Superintendent D. Nicholls shared Beacon Hill Public School staff are very supportive of this concept.</p> <p>Board Chair J. Thompson, fellow Trustees and Senior Administration congratulated Principal G. Tebay on receiving her Doctorate.</p>
22087	District Highlights	<p>Trustees and Senior Administrators welcomed and recognized École McTavish Junior High School's Robotics teams Pandemonium and Mechanimals.</p> <p>Both teams did their school and District proud at the FIRST Lego League Provincial Championship in Edmonton last month. Pandemonium won first place in the Programming category and Team Mechanimals received second place in Technical Design, second place in Robot Game and second place overall, which secured them an invite to the Razorback Invitational in Fayetteville, Arkansas. Because of multiple factors, the team will not be travelling to Arkansas this year.</p> <p>Congratulations students and coaches Amanda McCulloch and Christina Oxamitny.</p>
22088	Recess	The Regular Board Meeting recessed at 7:29 p.m. and reconvened at 7:36 p.m.
22089	Business Arising from Presentations & Delegations at Previous Meetings	There was no business arising to bring forward at this time.
22090	Other Business	No other business was brought forward at this time.
22091	Requests for Information	No requests for information noted.
22092	Future Agenda Items	No agenda items identified.
22093	Adjourn	<p>There being no further business, motion by Trustee O'Hara to move back into in-camera at 7:38 p.m.</p> <p>Motion by Vice Chair Mywaart to conclude the in-camera portion of the meeting at 8:42 p.m.</p> <p>There being no further business adjourn the Regular Board Meeting at 8:42 p.m. M/C</p>

Board Chair:



Date: March 22, 2017

Secretary-Treasurer:



Date: March 22, 2017